

	Lower Providence Emergency Medical Service Standard Operating Guidelines	
	Subject: <i>Member Guidelines</i> – New Volunteer Member Information Checklist	SOG #101-002E
	Approved: Chief Christopher J. Reynolds	Initiated: December 2020 Revised: N/A

New Volunteer Member Information Checklist

Information	Completed by	Completed Date	Notes:
Application			
Copy of Driver's License/ ID			
Criminal Background			
Child Abuse Clearance			
Copy of Certification(s)			
Assign Classification			
Review SOG Specific for Classification			
If Ages 16 – 17 Workers Permit			
If Ages 16-17 have Parental section completed			
Complete Orientation – Per SOG's			
Enter into Time Clock			
Enter into W2W			
LPEMS BBP Training			
McNeil Fire Extinguisher Training			
PA Train / Epi / Narcan / Chest pain / Glucose – If appropriate			
Uniform			
Key Fob			

Required Paperwork on File	Filed / Date	Signature
Initial Application		
Drivers License or Photo ID		
Ages 16 – 17 Add to Junior Roster		
Ages 16 – 17 Workers Permit		
Ages 16 – 17 Parental Signature Form		
Age 18 + Criminal Background		
Age 18 + Child Abuse Clearance		
CPR Card		
EMS Certification(s)		